

DEARBORN COUNTY SHERIFF

Shane J. McHenry
301 West High Street
Lawrenceburg, Indiana 47025
www.dearborncountysheriff.org



Phone (812) 537-8700

Fax: (812) 537-3629

The Dearborn County Sheriff Department is currently accepting applications for the position of Cook.

During the hiring process applicants will be required to submit to a background check. Applications can be obtained from www.dearborncountysheriff.org. Resumes will be accepted only if accompanied by an application. Applications may be delivered to the Dearborn County Law Enforcement Center.

Duties include preparing, cooking and serving food with lifting up to 45 pounds. Must be able to operate or be trained to operate dishwasher, ovens, food mixer, steam table, food processor and other kitchen equipment. May be required to clean inmate trays, glasses, utensils, other kitchen equipment, sweep and mop floors. Other duties include stacking food trays on carts, check in and put away stock.

Weekly work schedule includes working three twelve-hour shifts from 5:00 AM to 5:00 PM and one four-hour shift. Salary is \$17.11 with benefits including medical insurance, sick time and vacation. Dental & vision insurance are available at an additional cost.

Minimum requirements:

- Must be a resident citizen of the United States
- Must be at least 18 years old to apply
- Must have a high school diploma or GED certificate
- Cannot have a felony conviction
- Cannot have a misdemeanor conviction involving domestic violence
- Cannot have been dishonorably discharged from the military
- Must pass a mandatory drug screening test
- Must pass a physical examination
- Must have a valid driver's license.

**Submit application and or resume to Kathi Prarat, Matron
e-mail to kprarat@dearborncounty.in.gov
mail to: 301 W. High Street, Lawrenceburg, IN 47025
Dearborn County Government is an Equal Opportunity Employer**